



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

Alaska Workforce Investment Board  
Alaska Department of Labor & Workforce Development  
Youth Council  
Thursday, December 4, 2008 1:30pm  
1016 W. 6<sup>th</sup> Avenue, Ste 304  
Teleconference Number: 1-888-354-0094 Code: 9694688  
Minutes

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- **Roll Call;** \_\_x\_\_ John Douglass; \_x\_\_ Heidi Frost; \_\_Melissa Hill; \_x\_\_ David Kvasager; \_\_x\_\_ Andre Layral; \_\_x\_\_ Helen Mehrkens;
- Ex-officios: \_\_x\_\_ Diedre Bailey
- Staff in attendance – Barbara Duval, Louise Dean

**Approval of Agenda**

Helen Mehrkens moved to approve  
Seconded by John Douglass  
Vote taken  
Motion carries

**Approval of Minutes**

September 5, 2008 – John moved to approve the minutes, seconded by David  
October 27, 2008 John moved to approve with amendments (include John in attendance – seconded by David

**Action Items**

1. Youth Participation Letter, Youth Participation Application  
Helen had comments about application form. If the application came to her as a student the application would put her off because it doesn't have enough information. Something quick, one page explanation about the youth council and what it is. The cover letter addresses this but needs more information. Remove the question about applicant weaknesses and add 'Are you participating in an employment skills training program?'
2. Planning for Youth Council Meeting with AWIB in May 09 (youth one-on-one with AWIB member),(YC priorities & policy recommendations to AWIB). Andre indicated three were to work on this. Shared a draft with Melissa and Heidi. Concept paper to explain roles of youth. After this was approved, develop a time line. The youth council will have one hour to do their presentation to the board in May. At the October board meeting Todd had discussed having an interactive discussion between the board and youth. They would have an opportunity to understand more about WIA and programs for youth.

Andre suggested doing nothing at this time with the concept paper and to discuss with the new chair.

**Discussion Items** – Postpone until appointment of new chair (Note: Yesterday Todd & MJ were replaced on the AWIB as their terms were up. A new chair of the Youth Council has yet to be appointed.)

1. Youth Council Membership
2. Expanding the scope of the YC to be prepared to advocate and set priorities for policy recommendations.

### **Other Items**

**Next meeting:** Wednesday, January 7, 2009 at 10:00am

### **Adjournment:**

Motion to adjourn by John Douglass  
Seconded by Andre Layral

### **Attachments:**

Youth Application Form  
Youth Cover Letter  
YC Bylaws  
Minutes (September 5, 2008)  
Minutes (October 27, 2008)